

## Students Channel - Student Aid Awareness

### SAMPLE - Budget Planning Checklist



#### 2001 Student Aid Awareness Budget

	1999-2001 Actual Budget	Approved Annual Budget	Planned Annual Expenses	Actual Annual Expenses	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
<b>1. Personnel Costs</b>																
FTE Numbers																
FTE Wages																
Contractors																
<b>2. Administrative Costs</b>																
Printing																
Postage/Mailings																
Supplies																
Equipment																
Travel																
Training (Learning coupons, allowance, etc.)																
Conferences (Travel, Registration, Lodging, Food, etc.)																
Contracts																
Miscellaneous																
<b>TOTAL</b>																